

State of Maryland DHMH
Pharmacy Management System RFP – Solicitation No. DHMH/OPASS 17-17110
Response to Offeror Questions #3
June 28, 2016

1.14 System shall maintain multiple work queues, such as "orders waiting for approval", "orders waiting to be filled", and "suspended orders"

Can you provide more details regarding what you are looking for in a "work queue" for "suspended orders"?

Batch fill reports will not include fill quantities for held med orders. Are you looking for a report of all held medication orders?

DHMH wants to make sure that the batch fill reports do not include fill quantities for held med orders. We would like to have some way to identify held medication orders in order to make sure they are not left in limbo.

Regarding the Response Codes E (Existing) and G (Configuration or Report):
For many of the requirements the functionality exists but there will be file build required for implementation.

Can you clarify whether you are looking for a code of E or G in the following examples where functionality exists but file build will be required:

- System administrator shall have the ability to add and change a formulary by facility
- System administrator shall have the ability to define multiple standard medication administration times by facility or unit
- System administrator shall have the ability to define medication order pharmacist intervention categories by facility, etc.

DHMH would expect that we would work with the Contractor to configure the Pharmacy Management System for the initial implementation. The requirements listed above are referring to functionality after the initial implementation. For example, after the system is in production, when a pharmacy needs to add a new medication to the formulary, if the system administrator has the ability to do via logging into the system and selecting a "Change formulary" function, that would be "E" – Existing functionality. If the system administrator has to contact the DHMH IT or Contractor staff to configure a file, that would be "G" – Configuration or Report. If there is no way to update the formulary once the system is implemented, that would be "X" – Excluded.

According to Section 1.28 which states:

"1.28.1 Before a business entity can do business in the State of Maryland it must be registered with the Department of Assessments and Taxation, State Office Building, Room 803, 301 West Preston Street, Baltimore, Maryland 21201. The SDAT website is <http://sdatcert3.resiusa.org/ucc-charter/>.

1.28.2 It is strongly recommended that any potential Offeror complete registration prior to the due date for receipt of Proposals. An Offeror's failure to complete registration with the Department of Assessments and Taxation may disqualify an otherwise successful Offeror from final consideration and recommendation for award."

When I attempted to go to the web address given, I received a 404 error (file or directory not found).

Apparently the website changed after we released the RFP. We apologize for publishing the incorrect website and for it not redirecting to the correct site. The correct website for registering a business in Maryland is www.dat.maryland.gov. When you access that website, you may click on the "Forms and Applications" tab

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along the top of the page, then scroll down to Foreign (non-Maryland) Businesses to access proper form to print and mail. The other option is to access the website listed above and then click on the “Start a Business – Maryland Business Express” tab under “On line Services” in the left hand column. It is our understanding that you can register a foreign business through Maryland Business Express.

Please note that all foreign businesses must have a Maryland Resident Agent. There are several companies that offer these services in Maryland, including:

- CT Corporation (410) 539-2837
- HIQ Corporate Services (800)-564-5300

For additional questions regarding registering your business in Maryland, please call the Maryland Department of Assessments and Taxations at (877) 634-6361.

Can you clarify Contractor’s role for Data Conversion?

DHMH staff will write the programs that extract the data from the existing HMIS Pharmacy Module. We expect these programs to load staging tables, the form of which will be developed jointly by the DHMH staff and Contractor staff. Cleansing the data from the existing HMIS Pharmacy Module will primarily be the responsibility of DHMH. Contractor will assist and advise DHMH staff on a good-faith basis.

We expect the Contractor staff to write the programs that take the clean data in the staging tables and load it into the new Pharmacy Management System. If you object to these terms, please state so in your proposal and clearly define what Data Conversion tasks will be completed by the Contractor staff.